

Sample Letter from CEO/Executive Director to all Employees

Dear _____,

I am proud to announce that (company/organization name) has recently joined the LifeShare Workplace Partnership, a program to increase awareness about organ, eye and tissue donation. Our goal, and LifeShare's, is to have as many of our employees as possible registered as donors.

This program is nationally sponsored by the U.S. Department of Health and Human Services, and is locally sponsored by LifeShare of Oklahoma, the private, not-for-profit organization certified and designated to recover organs for transplantation in all 77 Oklahoma counties.

The Workplace Partnership is a no-cost, lifesaving program that gives all of us the opportunity to help nearly 600 Oklahomans, and almost 100,000 Americans on the national transplant waiting list, in addition to thousands more who are waiting for life-improving eye and tissue donations.

I encourage all of you to think about donation and what it could mean to someone waiting for a lifesaving transplant. Your decision to become a donor could mean a second chance for a grandparent with a cornea transplant, or a co-worker who needs a kidney transplant, or a child waiting for a heart or liver transplant.

In the following (days, weeks, months), we will provide information to help you make an informed decision about donation. Many if you are already committed donors through your driver's license or state ID card. If so, we encourage you to again say yes to donation when you renew your license or state ID. If you have not yet registered, LifeShare's website, www.lifeshareoklahoma.org, provides important information, facts, statistics and a link to the online LifeShare Donor Registry. It is my hope that you will feel inspired to register as a donor, however, the decision to be an organ, eye and tissue donor is a personal one and your decision, whatever it may be, will be respected.

Watch for more information about donation, and how to register your donation wishes.

Sincerely,

Signature
Name